

# FINANCE DEPARTMENT

## JULY 2006

### HUMAN RESOURCES

#### PERSONNEL

There are eleven (11) open positions. There are three (3) firefighters, one (1) Meter Reader, one (1) Building Inspector, three (3) Police Officers, one (1) Police Major, and two (2) Accounting Clerks.

#### COMMITTEES

The Wellness Committee continues to meet monthly. The committee is looking at holding a Health Fair in the near future.

The Events Committee will be meeting soon to begin planning this year's Christmas luncheon.

The Policy Committee will be meeting to develop criteria for employees who Exceed Expectations on their evaluations.

### INFORMATION TECHNOLOGY

Top ten most popular areas of interest for the City's website during the month of July:

Section	Page Views	Percent of Total
Default Page	16013	32.48%
<a href="#">City Jobs</a>	5388	10.93%
<a href="#">Latest Headlines</a>	3049	6.19%
<a href="#">Events</a>	2566	5.21%
<a href="#">City Departments</a>	1521	3.09%
<a href="#">New Residents</a>	1413	2.87%
<a href="#">Facilities</a>	1269	2.57%
<a href="#">Search Results</a>	1198	2.43%
<a href="#">Home</a>	897	1.82%
<a href="#">Online Services</a>	897	1.82%

### FINANCIAL

The mileage rate was set by the Mayor and Council at a called meeting on July 27, 2006. Mayor and Council approved staff's recommendation of a decrease from 3.033 mills to 2.99 mills in the property tax millage rate for

calendar year 2006. The 2.99 mills include 2.24 mills for General Fund operating and .75 mills dedicated for capital projects.

The fiscal year 2007 budgets for General Fund, Water and Sewer Fund, three (3) capital projects funds, five (5) special revenue funds, and two (2) component units was approved by Mayor and Council on the July 20, 2006 council meeting. Listed below are the budget highlights for fiscal year 2007.

- Revised Budget Process – Departments submitted baseline budgets and priorities
- Total Budget for all Funds = \$34,836,424
- General Fund Increase of 4.31%
- Sales Tax Revenues – Positive Trend
- Property Tax – Projected 9% increase in growth/reassessment-mileage rate to decrease to 2.99 mills
- No increase in fees or user taxes
- Three (3) new full-time and one (1) part-time positions included in budgets
- No use of General Fund Unreserved Fund Balance
- Funding of \$25,000 included for two (2) non-profit agencies
- Three and one-half percent (3.5%) included to continue pay and retention plan
- Reduced transfer from General Fund to MSTF from \$100,000 to \$85,000
- Health Insurance Costs (City and employee) will increase approximately 10%

**BUDGET COMPARISON STATEMENTS**  
**100 GENERAL FUND**  
**SUMMARY BY DIVISION**  
**Jul-06**

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>TOTAL</b>	<b>PCT</b>
	<b>CURRENT</b>	<b>YTD</b>	<b>BUDGET</b>	<b>ACTUAL TO BUDGET</b>
REVENUES AND EXPENDITURES				
REVENUES				
NON-DIVISIONAL	281,312.01	8,908,642.50	9,195,527.00	96.88
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TOTAL REVENUES	281,312.01	8,908,642.50	9,195,527.00	96.88
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EXPENDITURES				
GOVERNING BODY (MAYOR & COUNCIL)	15,189.82	152,940.74	132,256.00	115.64
CLERK OF COUNCIL (CITY CLERK)	4,207.27	50,033.73	52,012.00	96.2
CHIEF EXECUTIVE(CITY MANAGER)	6,190.29	75,477.64	75,070.00	100.54
ELECTIONS	0	5,756.00	5,756.00	100
FINANCIAL ADMINISTRATION	33,770.38	419,593.01	410,478.00	102.22
LAW (CITY ATTORNEY)	13,910.40	127,942.88	138,500.00	92.38
DATA PROCESSING(INFO TECH)	5,036.91	70,124.07	70,244.00	99.83
HUMAN RESOURCES	4,131.96	50,960.64	51,287.00	99.36
GENERAL GOV BUILDINGS AND PLANT	6,611.03	102,110.33	87,125.00	117.2
MUNICIPAL COURT	45,552.69	638,736.49	678,089.00	94.2
POLICE ADMINISTRATION	22,762.36	234,857.28	250,722.00	93.67
POLICE OPERATION	184,254.67	2,672,361.04	2,776,959.00	96.23
POLICE STATIONS AND BUILDINGS	7,022.58	103,547.45	84,075.00	123.16
SUPPORT SERVICES	21,748.25	266,756.89	290,855.00	91.71
FIRE ADMINISTRATION	19,129.37	318,774.13	307,074.00	103.81
FIRE FIGHTING	105,484.20	1,418,555.04	1,448,118.00	97.96
FIRE PREVENTION	12,958.37	166,191.16	166,951.00	99.54
FIRE TRAINING	661.49	10,775.89	60,857.00	17.71
STATION 91 AND HQ	3,198.91	49,775.49	42,849.00	116.16
STATION 92	1,703.60	25,851.02	26,961.00	95.88
E-911	0	23,343.00	23,343.00	100
PUBLIC WORKS ADMINISTRATION	10,839.08	135,106.87	128,739.00	104.95
HIGHWAYS AND STREETS	65,159.22	831,630.89	833,619.00	99.76
PROTECTIVE INSPECTION	19,786.49	270,932.38	304,165.00	89.07
PLANNING AND ZONING	14,513.64	239,976.61	296,695.00	80.88
ENGINEERING & DEVELOPMENT	6,415.52	63,707.54	68,227.00	93.38
DEBT SERVICE	850.04	254,588.82	256,560.00	99.23
OTHER FINANCING USES	25,270.06	131,936.69	127,941.00	103.12
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TOTAL EXPENDITURES	655,715.81	8,912,490.78	9,195,527.00	96.92
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TOTAL REVENUES AND EXPENDITURE	-374,403.80	-3,848.28		
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**BUDGET COMPARISON STATEMENTS**  
**210 CONFISCATED ASSETS FUND**  
**SUMMARY BY DIVISION**  
**Jul-06**

	<b>ACTUAL CURRENT</b>	<b>ACTUAL YTD</b>	<b>TOTAL BUDGET</b>	<b>PCT ACTUAL TO BUDGET</b>
REVENUES & EXPENDITURES				
REVENUES				
NON-DIVISIONAL	0	-2,616.58	47,578.00	5.5
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TOTAL REVENUES	0	-2,616.58	47,578.00	5.5
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EXPENDITURES/EXPENSES				
POLICE ADMINISTRATION	0	1,779.90	47,578.00	3.74
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TOTAL EXPENDITURES/EXPENSES	0	1,779.90	47,578.00	3.74
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REVENUES OVER (UNDER) EXP	0	-4,396.48	0	
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**BUDGET COMPARISON STATEMENTS**  
**275 HOTEL/MOTEL TAX FUND**  
**SUMMARY BY DIVISION**  
**Jul-06**

	ACTUAL CURRENT	ACTUAL YTD	TOTAL BUDGET	PCT ACTUAL TO BUDGET
REVENUES & EXPENDITURES				
REVENUES				
NON-DIVISIONAL	0	57,647.95	83,136.00	69.34
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TOTAL REVENUES	0	57,647.95	83,136.00	69.34
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EXPENDITURES/EXPENSES				
NON-DIVISIONAL	17,256.19	62,977.62	83,136.00	75.75
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TOTAL EXPENDITURES/EXPENSES	17,256.19	62,977.62	83,136.00	75.75
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REVENUES OVER (UNDER) EXP	-17,256.19	-5,329.67	0	
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**BUDGET COMPARISON STATEMENTS**  
**280 VEHICLE RENTAL EXCISE TAX (SRF)**  
**SUMMARY BY DIVISION**  
**Jul-06**

	ACTUAL CURRENT	ACTUAL YTD	TOTAL BUDGET	PCT ACTUAL TO BUDGET
REVENUES & EXPENDITURES				
REVENUES				
NON-DIVISIONAL	0	46,185.62	50,075.00	92.23
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TOTAL REVENUES	0	46,185.62	50,075.00	92.23
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EXPENDITURES/EXPENSES				
DOWNTOWN DEVELOPMENT	14,408.02	51,245.59	50,075.00	102.34
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TOTAL				
EXPENDITURES/EXPENSES	14,408.02	51,245.59	50,075.00	102.34
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REVENUES OVER (UNDER) EXP	-14,408.02	-5,059.97	0	
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**BUDGET COMPARISON STATEMENTS**  
**351 CAPITAL PROJECTS FUND**  
**SUMMARY BY DIVISION**  
**Jul-06**

	ACTUAL CURRENT	ACTUAL YTD	TOTAL BUDGET	PCT ACTUAL TO BUDGET
REVENUES AND EXPENDITURES				
REVENUES				
NON-DIVISIONAL	17,777.74	705,202.13	952,728.00	74.02
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TOTAL REVENUES	17,777.74	705,202.13	952,728.00	74.02
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EXPENDITURES				
PATROL	0	87,590.92	102,600.00	85.37
FIRE FIGHTING	-1,691.57	0	130,000.00	
FIRE STATIONS AND BUILDINGS	9,013.56	38,178.69	43,200.00	88.38
DOWNTOWN DEVELOPMENT	0	4,625.00	35,000.00	13.21
MAIN STREET	0	61,592.86	69,675.00	88.4
DEBT SERVICE	0	522,978.02	506,048.00	103.35
OTHER FINANCING USES	0	66,205.00	66,205.00	100
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TOTAL EXPENDITURES	7,321.99	781,170.49	952,728.00	81.99
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TOTAL REVENUES AND EXPENDITURE	10,455.75	-75,968.36	0	
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**BUDGET COMPARISON STATEMENTS**  
**352 IMPACT FEE FUND**  
**SUMMARY BY DIVISION**  
**Jul-06**

	ACTUAL CURRENT	ACTUAL YTD	TOTAL BUDGET	PCT ACTUAL TO BUDGET
REVENUES AND EXPENDITURES				
REVENUES				
NON-DIVISIONAL	-14,959.93	0	0	
GENERAL CONSULTING	315.48	5,597.02	4,683.00	119.52
GENERAL ADMINISTRATION FEES	2,453.47	29,385.17	27,065.00	108.57
OTHER	0	68,934.85	15,000.00	459.57
POLICE STATION AND BUILDINGS	12,392.45	172,087.96	112,500.00	152.97
FIRE STATIONS AND BUILDINGS	19,881.32	277,260.36	210,000.00	132.03
ROADWAYS	43,201.70	482,438.61	333,821.00	144.52
PARK AREAS	10,194.64	109,612.05	68,250.00	160.6
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TOTAL REVENUES	73,479.13	1,145,316.02	771,319.00	148.49
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EXPENDITURES				
GENERAL CONSULTING	0	0	4,683.00	
GENERAL ADMINISTRATION FEES	29,191.17	29,191.17	27,065.00	107.86
OTHER	0	0	250	
POLICE STATION AND BUILDINGS	9,606.75	112,500.00	112,500.00	100
ROADWAYS	105,141.84	318,394.02	333,821.00	95.38
PARK AREAS	0	33,690.00	68,250.00	49.36
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TOTAL EXPENDITURES	143,939.76	493,775.19	546,569.00	90.34
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TOTAL REVENUES AND EXPENDITURE	-70,460.63	651,540.83	224,750.00	289.9
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**BUDGET COMPARISON STATEMENTS**  
**353 SPECIAL LOCAL OPTION SALES TAX**  
**SUMMARY BY DIVISION**  
**Jul-06**

	ACTUAL CURRENT	ACTUAL YTD	TOTAL BUDGET	PCT ACTUAL TO BUDGET
REVENUES AND EXPENDITURES				
REVENUES				
NON-DIVISIONAL	105,141.84	848,157.11	1,742,048.00	48.69
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TOTAL REVENUES	105,141.84	848,157.11	1,742,048.00	48.69
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EXPENDITURES				
GENERAL ADMINISTRATION	0	164.7	200	82.35
HIGHWAYS AND STREETS	0	317,351.57	697,195.00	45.52
SIDEWALKS AND CROSSWALKS	0	68,640.25	765,969.00	8.96
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TOTAL EXPENDITURES	0	386,156.52	1,463,364.00	26.39
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TOTAL REVENUES AND EXPENDITURE	105,141.84	462,000.59	278,684.00	165.78
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**BUDGET COMPARISON STATEMENTS**  
**505 WATER AND SEWER FUND**  
**SUMMARY BY DIVISION**  
**Jul-06**

	ACTUAL CURRENT	ACTUAL YTD	TOTAL BUDGET	PCT ACTUAL TO BUDGET
REVENUES & EXPENDITURES				
REVENUES				
NON-DIVISIONAL	506,818.92	5,384,148.49	17,565,937.00	30.65
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TOTAL REVENUES	506,818.92	5,384,148.49	17,565,937.00	30.65
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EXPENDITURES/EXPENSES				
GOVERNING BODY	4,130.09	49,390.18	72,456.00	68.17
CLERK OF COUNCIL/COMMISSION	3,270.23	40,539.07	43,782.00	92.59
CHIEF EXECUTIVE(MANAGER OR ADMIN)	5,275.73	66,462.51	67,364.00	98.66
FINANCIAL ADMINISTRATION	8,618.53	105,775.26	110,181.00	96
LAW	2,400.00	35,590.18	28,000.00	127.11
DATA PROCESSING/MIS	3,709.64	49,364.90	49,063.00	100.62
GIS (INFORMATION TECHNOLOGY)	4,580.70	24,140.35	80,211.00	30.1
HUMAN RESOURCES	3,062.22	36,948.67	37,206.00	99.31
WASTEWATER ADMINISTRATION	13,614.55	171,051.49	180,138.00	94.96
STORMWATER				
COLLECTION/MAINTENANCE	250,303.71	1,544,896.76	1,800,003.00	85.83
WASTEWATER MAINTENANCE	8,447.22	351,785.41	359,797.00	97.77
WASTEWATER LIFT STATIONS	21,181.54	374,862.31	356,352.00	105.19
WASTEWATER TREATMENT PLANT	-358,081.39	3,296,709.55	13,008,161.00	25.34
WATER ADMINISTRATION	14,908.50	187,667.10	215,175.00	87.22
TREATMENT	203,968.94	1,780,526.76	1,784,273.00	99.79
DISTRIBUTION	40,194.85	600,638.10	735,293.00	81.69
ENGINEERING AND DEVELOPMENT	2,341.95	29,889.76	28,780.00	103.86
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TOTAL EXPENDITURES/EXPENSES	231,927.01	8,746,279.46	18,956,235.00	46.14
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REVENUES OVER (UNDER) EXP	274,891.91	-3,362,130.97	-1,390,298.00	241.83
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**BUDGET COMPARISON STATEMENTS**  
**540 SOLID WASTE FUND**  
**SUMMARY BY DIVISION**  
**Jul-06**

	ACTUAL CURRENT	ACTUAL YTD	TOTAL BUDGET	PCT ACTUAL TO BUDGET
REVENUES AND EXPENDITURES				
REVENUES				
NON-DIVISIONAL	296.11	2,523.68	750	336.49
SOLID WASTE COLLECTION	56,155.66	558,620.92	556,200.00	100.44
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TOTAL REVENUES	56,451.77	561,144.60	556,950.00	100.75
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EXPENDITURES				
SOLID WASTE COLLECTION	0	462,006.63	539,400.00	85.65
RECYCLABLES COLLECTION	0	91,925.60	0	
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TOTAL EXPENDITURES	0	553,932.23	539,400.00	102.69
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TOTAL REVENUES AND EXPENDITURE	56,451.77	7,212.37	17,550.00	41.1
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**BUDGET COMPARISON STATEMENTS**  
**560 DOWNTOWN DEVELOPMENT AUTHORITY**  
**SUMMARY BY DIVISION**  
**Jul-06**

	ACTUAL CURRENT	ACTUAL YTD	TOTAL BUDGET	PCT ACTUAL TO BUDGET
REVENUES & EXPENDITURES				
REVENUES				
DOWNTOWN DEVELOPMENT	0	1,661.83	2,500.00	66.47
DDA 2001 BOND FUNDS	10,511.95	152,492.78	329,585.00	46.27
HOLLINGSWORTH HOUSE	1,982.30	45,073.08	64,891.00	69.46
HOLLIDAY HOUSE	9,502.00	52,245.57	63,401.00	82.4
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TOTAL REVENUES	21,996.25	251,473.26	460,377.00	54.62
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EXPENDITURES/EXPENSES				
DOWNTOWN DEVELOPMENT	0	154.39	2,500.00	6.18
DDA 2001 BOND FUNDS	0	236,848.14	266,460.00	88.89
HOLLINGSWORTH HOUSE	3,619.62	72,225.95	64,891.00	111.3
HOLLIDAY HOUSE	3,516.67	49,779.46	126,526.00	39.34
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TOTAL EXPENDITURES/EXPENSES	7,136.29	359,007.94	460,377.00	77.98
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REVENUES OVER (UNDER) EXP	14,859.96	-107,534.68	0	
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**BUDGET COMPARISON STATEMENTS**  
**565 MAINSTREET TOURISM FUND**  
**SUMMARY BY DIVISION**  
**Jul-06**

	ACTUAL CURRENT	ACTUAL YTD	TOTAL BUDGET	PCT ACTUAL TO BUDGET
REVENUES & EXPENDITURES				
REVENUES				
TOURISM	19,105.70	381,229.40	427,958.00	89.08
MAIN STREET PROGRAM	40,279.69	221,943.63	222,782.00	99.62
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TOTAL REVENUES	59,385.39	603,173.03	650,740.00	92.69
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EXPENDITURES/EXPENSES				
TOURISM	73,881.83	449,892.67	423,758.00	106.17
MAIN STREET PROGRAM	9,926.60	193,971.09	226,982.00	85.46
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TOTAL EXPENDITURES/EXPENSES	83,808.43	643,863.76	650,740.00	98.94
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REVENUES OVER (UNDER) EXP	-24,423.04	-40,690.73	0	
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**BUDGET COMPARISON STATEMENTS  
791 CEMETERY PERPETUAL CARE FUND  
SUMMARY BY DIVISION  
Jul-06**

	ACTUAL CURRENT	ACTUAL YTD	TOTAL BUDGET	PCT ACTUAL TO BUDGET
REVENUES AND EXPENDITURES				
REVENUES				
NON-DIVISIONAL	1,589.63	7,437.99	5,850.00	127.15
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TOTAL REVENUES	1,589.63	7,437.99	5,850.00	127.15
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